

TO: Honorable Mayor and City Council Members  
 Planning Commission Members  
 FROM: Paul Kenaga, Building Official/Zoning Administrator  
 DATE: March 6, 2013  
 RE: Planning Commission Minutes

The Planning Commission met at 5:15 p.m., on Tuesday, March 5, 2013, in the City Council Chambers at City Hall. The following members were present: Don Smith, Jerry Steffes, Randy Corcoran, Linda Larson, Richard Wieser, Earl Welch, Dave Hanifl and Ex-officio members John Graf, Shawn Wetterlin and Bill Waller. Paul Kenaga was also in attendance

1. Meeting was called to order by Chairman Smith and roll call taken. The minutes of February 5th and 26th, 2013, were approved as written by the consensus of the Planning Commission.

2. The Planning Commission of the City Zoning Authority continued a discussion of the application for a proposed administrative subdivision to wit:

- SANDVIK ADDITION

Motion by Steffes, seconded by Welch to recommend to the City Council that they deny the application for a proposed administrative subdivision for the "SANDVIK ADDITION", without prejudice, and that the owner be permitted to resubmit application without additional filing fees.

Upon a roll call vote, all members present voted in favor of the motion as proposed.

In recommending that the motion be approved, the Planning Commission referenced the following findings of fact:

- a. The site/grading plan has been modified to address storm water concerns raised by adjoining property owners, but a final site/grading plan has not yet been submitted to the Planning Commission.
- b. The matter regarding the extension of a fire hydrant to the site has not yet been resolved, and will not be resolved until after the deadline for the City to make a final determination.
- c. The applicant has been contacted and is in agreement to the denial.
- d. There are still unresolved issues as expressed in a letter from Messiah Lutheran Church concerning a culvert and a drainage easement.

3. The Planning Commission had an informal discussion with citizens concerning the land formerly referred to as Stoney Point.

Chairman Smith explained that Jay Michels, (expert in storm water issues), has been tentatively selected as the developers engineer. The potential developer and engineer will be invited to make a presentation to the Planning Commission. Mr. Smith said the process would formally begin with a Sketch Plan that would be summarized to both the Planning Commission and the City Council for recommendations. The next step will be a public meeting for a presentation of the Preliminary Plan, where, if approved with more findings, will be sent to the City Council for their approval. The Final Design would follow with a plan submitted to the Planning Commission whose recommendations will be sent to the City Council for approval or denial.

This development is suggested to be a Planned Unit Development which purposes are as follows:

- A. To encourage a more creative and efficient development of land and its improvements through the preservation of natural features and amenities than is possible under the more restrictive application of zoning requirements. This section may allow modifications such as non-standard lot sizes, private streets and driveways, reduced rights-of-way and street widths, housing types, zero lot lines and building setbacks. These changes shall meet the standards and purposes of the comprehensive plan while preserving the health, safety, and welfare of the citizens of the city.
- B. To allow for the potential mixture of uses in an integrated and well planned area when such mixing of land uses could not otherwise be accomplished under this title.
- C. To ensure concentration of open space into more usable areas, and a preservation of the natural resources of the site.
- D. Protects natural features in private, common and public open space.
- E. To facilitate the economical provision of streets and public utilities.
- F. To facilitate mixed use developments, and/or affordable housing, recreational uses and institutional uses.

Motion by Hanifl, seconded by Wieser to call for a public meeting at 7:00 P.M., March 20, 2013 to be held in the City of La Crescent Council Chambers for the purpose of hearing from a potential developer for the area more commonly known as Stoney Point. All City neighbors within 350 feet of the project and the Township will receive notice.

Upon a roll call vote, all members present voted in favor of the motion as proposed.

4. The Planning Commission were given a copy of the “Blue Book” which is the latest copy of draft changes to the Zoning Ordinance.

Motion made by Wieser, seconded by Corcoran to call for a Public Hearing on text Amendments to the Zoning Ordinance on March 20, 2013 at 7:45 P.M. in the City Council Chambers. Upon a roll call vote, all members present voted in favor of the motion as proposed.

5. The Planning Commission reviewed a proposal for site analysis information in advance of beginning "Comprehensive Planning."

Motion by Hanifl, seconded by Welch to recommend to the City Council the following motion:

The Planning Commission requests that the City authorize \$3000 to undertake generation of site analysis data and assessment for various parcels of City owned, controlled and related land. This assessment is preliminary to undertaking the Comprehensive Planning Process in the following two months. The Comprehensive Planning Process has been previously approved by the Council and will focus on 8 strategic areas, over the course of 2 years that will be stitched into the Comprehensive Plan at the end of the process. Each of the Focuses will broadly engage stakeholders and general public and require participants' involvement for a period of about 4 months.

Recommendation that the City Administrator be authorized to enter into various contracts for data and support documentation. The total of the contracts will not exceed \$3000, including expenses. The source of the funds is Active Living La Crescent thru Healthy Community Partnership. This funding is in additional to the \$5000 that has been authorized to support the Comprehensive Planning Process.

The City Administrator endorses this endeavor which is hereby recommended by the Planning Commission to the Council for approval.

Upon a roll call vote, all members present voted in favor of the motion as proposed.

6. Bike Pedestrian Plan.

Motion by Larsen, seconded by Corcoran to recommend to the City Council that they adopt the City of La Crescent, Minnesota Bicycle and Pedestrian Plan, winter 2013 as presented with final corrections to be incorporated into a published final copy.

Upon a roll call vote, all members present voted in favor of the motion as proposed.

In recommending that the motion be approved, the Planning Commission referenced the following findings of fact:

- a. Approval is based on extensive public meetings and workshops including the public hearing of 2-26-2013.
- b. Approval of the Plan will help the City of La Crescent in applying for various grants with a better likelihood of being awarded.
- c. Adoption of the Plan advises the City of La Crescent of various transportation needs throughout the City.
- d. The Plan informs the County that there are three areas of concern for improvement on County Road 6, County Road 25, and South 3<sup>rd</sup> Street.

7. There being no further business to discuss, the meeting was adjourned at approximately 7:50 p.m.

Saved as minutes of March 5, 2013 Planning Commission.

TO: Honorable Mayor and City Council Members  
Planning Commission Members  
FROM: Paul Kenaga, Building Official/Zoning Administrator  
DATE: March 26, 2013  
RE: Planning Commission Minutes of March 5, 2013

The City Council has already approved these minutes and acted on the recommendations at the March 11<sup>th</sup>, 2013 City Council Meeting.